

STANDARDS AND PROCEDURES			IT DIVISIONS (ISD & ITSD)
ARIZONA DEPARTMENT OF ADMINISTRATION			
Section:	06	Title:	Information Security
Sub Section:	04	Title:	Physical Security
Document:	07	Title:	Environmental Controls

1. STANDARD

Employees and information resources will be protected from environmental hazards.

1.1. Summary of Standard Changes

1.2. Purpose

Protect ISD assets (information and personnel) from harm by environmental hazards.

1.3. Scope

Applies to the physical environment of all ISD computer facilities.

1.4. Responsibilities

1.5. Definitions and Abbreviations

Environmental Hazards are temperature, humidity, air movement, cleanliness, and power.

1.6. Description of Standard

ISD will provide for temperature, humidity, and air quality, which complies with all system and human standards. Uninterruptable power will be supplied to all systems processing information, which is critical to public safety or state operations.

1.7. Implications

ISD will identify systems processing data critical to public safety or state operations and will fully protect them providing uninterruptable usage.

1.8. References

1.9. Attachments

2. ELECTRICAL AND POWER PROCEDURES

2.1. Summary of Procedure Changes

2.2. Procedure Details

2.2.1. Uninterruptable power systems and diesel motor generators will be installed in facilities processing information that is critical to public safety or state operations.

2.2.2. Electrical power supply to critical computer equipment, lighting, air conditioning will be isolated from other building electrical loads.

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2.2.3. Computer rooms will have emergency lighting systems.

2.2.4. Electrical power isolation equipment will be installed to eliminate power transients.

2.3. References

2.4. Attachments

3. AIR QUALITY PROCEDURES

3.1. Summary of Procedure Changes

3.2. Procedure Details

3.2.1. Temperature and humidity within a computer facility will be monitored and controlled to ensure that the operational environment conforms to the manufacturer's specifications.

3.2.2. Computer room air conditioning systems will be self contained and isolated from other building systems.

3.2.3. Air handler filters will be changed or cleaned on a regular basis.

3.2.4. Computer room air conditioning ducts will be designed to prevent physical access to secured areas.

3.3. References

3.4. Attachments